

CAPILANO UNIVERSITY COURSE OUTLINE

MOPA 416 – PROFESSIONAL PRACTICE

Fall 2016

Division	School of Motion Picture Arts	
Course Name	MOPA 416 Professional Practice	Credits: 1
Instructors		604.986.1911

VISION STATEMENT

The School of Motion Picture Arts is dedicated to inspiring a new generation of independent Canadian filmmakers through the fostering and mentoring of emerging talent utilizing progressive learning environments and authentic production experiences, such that graduates make valued contributions to the global media culture.

COURSE FORMAT

A five-week course that combines instructional hours, professional development workshops, industry field trips to the professional practice of emerging industry professionals.

COURSE PREREQUISITES

27.5 credits of 300 level MOPA.

STUDENT LEARNING OUTCOMES

General

Students continue their professional development by mastering and applying their personal and professional skills to developing a critical path into industry.

Students will plan, prepare, and initiate a detailed plan to gain real-world experience that develops professional skills and builds a professional network and critical pathway into the global film industry. Students are encouraged to focus on a sector of the media where they wish to find job placement following graduation.

Instruction is in the form of practical demonstrations, individual assistance, and supervised work on specific professional development plans. The course will combine workshops, guest speakers, instruction and practical assignments to prepare students for a practicum placement of their choice. All students are required to do a practicum in their fourth year, either fall or spring semester.

Upon successful completion of this course students will:

- Develop a five year plan for their professional development and career goals;
- Refine their employment research and professional presentation skills;
- Demonstrate appropriate awareness, preparedness, and self-reflection for their specific practicum goal;
- Employ and integrate professional and practical skills in an industry environment.

Instructional

Classroom instruction and professional development workshops will refine the communication and networking skills that students will apply at an industry event and to preparing for their practicum placement. In a mentored environment, students will begin to develop their practicum placement plans and apply them to securing field experience in their focus area.

PROGRAM LEARNING OUTCOMES
Program Mission
To provide the encouragement, equipment, training and setting for a vital experience of creation and collaboration. Student filmmakers will expand and refine their practical, professional, artistic and social skills in order to acquire craft excellence and successfully integrate into the increasingly complex and divers industries of filmed entertainment, digital communications and new media.
Program Goals
<p>Knowledge:</p> <p>To enable students to articulate and apply their knowledge of story and story development to documentary and narrative projects on all platforms; to combine and apply both practical and theoretical knowledge; to investigate and interpret a broad range of theoretical perspectives.</p> <p>Skills:</p> <p>To orchestrate a detailed industrial process; to manage time and budget on large projects over extended periods of time; to use technology as a tool to create innovative and authentic stories; to develop a convergent approach to creative content; to collaborate creatively.</p> <p>Value:</p> <p>To conceptualize, research, develop and produce projects from initial idea through to final product; to market and distribute projects; to develop innovative business models and strategies to build sustainable companies; to understand the role of film and the film industry in Canada's culture and economy; to identify potential areas/sectors of employment; to identify opportunities for further study; to articulate and pursue a unique and personal voice and vision through the artistic and technical means of filmmaking and visual communication, and, in particular, to use the tools and resources at their disposal with clarity, intelligence, resourcefulness and professionalism.</p>

PROGRAM STUDENT LEARNING OUTCOMES
<p>Students successfully completing this program will:</p> <ol style="list-style-type: none"> 1. Analyze historical, technological, philosophical and theoretical trends in the national and global cinemas; 2. Acquire a range of skills and applications of visual communication in order to expand their potential to realize and create meaningful career opportunities; 3. Contribute their technical skills, creative skills, and personal vision to the art of filmmaking; 4. Consult, liaise and negotiate in a professional manner in all aspects of the filmmaking process; 5. Develop industry relationships and create authentic learning environments in order to provide opportunities to expand their potential as independent filmmakers.

The fourth hour is a combination of guest speakers and online contact.

REQUIRED TEXTS

Course materials to be provided by instructor/s.

WEEKS 1-5**WEEK 1:****PROFESSIONAL IDENTITY**

Plotting your career path: Where do you want to be, where are you now, what are the steps to get there?

Integration of preparatory coursework with Project (MOPA 410) and Practicum (MOPA 430).

Assignment 1: Development of Five Year Plan

WEEK 2:**EMPLOYMENT RESEARCH STRATEGIES**

Prospective Employer Strategies: Refining professional development research tools;

Employment & Career Research;

Assignment 2: Research Practicum Placement Report

WEEK 3:**EMPLOYMENT RESEARCH STRATEGIES**

Prospective Employer Strategies: Refining professional development research tools;

Employment & Career Research;

WEEK 4:**ADVANCED INTERVIEW SKILLS**

Interview Exam Prep: Interviewing & Networking at New Filmmakers Day

Assignment 3: Practicum Package

WEEK 5:**BUILDING THE PATH**

VIFF debrief & follow up.

Building a professional identity, presence and network pathway in person and on-line.

The fourth hour is a combination of guest speakers and online contact.

REQUIRED TEXTS

Course materials to be provided by instructor/s.

See practicum documents on Moodle.

EVALUATION PROFILE	
Assignment 1: Five Year Career Plan	30%
Assignment 2: Research Practicum Placement Report Students provide in depth analysis and information about the background and activities of the company of their intended placement.	20%
Assignment 3: Practicum Package: Networking Pathway, Targeted Resume, Targeted Cover Letter, Professional Business Card, Social Media strategy, and other appropriate materials (Demo Reels, ePortfolio, etc.)	25%
Interview Exam	25%
Total	100%

*See Course Moodle Shell for detailed assignment descriptions

Grading Profile			
A+ = 90-100%	B+ = 77-79%	C+ = 67-69%	D = 50-59%
A = 85-89%	B = 73-76%	C = 63-66%	F = 00-49%
A- = 80-84%	B- = 70-72%	C- = 60-62%	

OPERATIONAL DETAILS:
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Cheating and Plagiarism, Academic Probation and other educational issues. These and other policies are available on the University website.
ATTENDANCE:
Attendance will be taken daily and will form part of the final grade (See Evaluation Profile). When students are absent from class, they are still responsible for the material covered during their absence, including announcements, assigned readings and hand-outs.
PUNCTUALITY:
Punctuality is essential and forms part of the participation grade. Late attendance will be reflected in the student's final grade.
LATE ASSIGNMENTS:
All assignments must be delivered at the place and time specified by the instructor. Late assignments will only be accepted if prior approval for a late submission date has been given by the instructor.
MISSED EXAMS AND QUIZZES:
Missed exams and quizzes will be assigned a grade of zero. Students will be allowed to make up exams and quizzes only under the following conditions: if a doctor's certificate of illness is provided; if, in the case of the death of a close family member, a death certificate is provided; if prior approval of the instructor has been obtained.
CHEATING/PLAGIARISM:
Plagiarism is the presentation of another person's work or ideas as if they were one's own. Plagiarism is both dishonest and a rejection of the principles of scholarship. All students should familiarize themselves with the University Policy on Cheating and Plagiarism (See the University Website) as such behaviour can result in suspension from the University.
INCOMPLETE GRADES:
Grades of Incomplete "I" will be granted only if there is a valid reason for extending the evaluation deadline and if students have a reasonable chance of improving their grade to pass the course.
ENGLISH USAGE:
All written work submitted must use good academic English and follow the guidelines provided in the Capilano University Guide to Writing Assignments (available from the University Bookstore). It is the responsibility of students to proof-read all their writing for any grammatical, spelling and stylistic errors.
STUDIO/FILMING DISCIPLINE:
Students must be dressed appropriately. Wet and cold weather requires waterproof and warm clothing. Students are required to wear work clothes for technical and production sessions. Clothing may be subjected to dirt, paint and dust. Sturdy shoes are a must. No food or beverages are allowed on set during production activities and during technical classes. Disruptive students will be asked to leave.
COMPUTER COURSE REQUIREMENTS/RESPONSIBILITIES:
You are expected to abide by the Statement of Appropriate Use of Information Technology Facilities and Services in any use of computers at the University. This statement can be obtained from your department, the Library, Computer Services or on the University website.
ELECTRONIC DEVICES/LAPTOPS:
Use of electronic devices is not allowed during class time, except at the discretion of the instructor.

COMPUTER LAB USAGE:
No food or beverages are allowed in the University's computer labs at any time. Students must not abuse internet privileges by visiting inappropriate or illegal websites. Intentionally opening and/or altering other students' projects will not be tolerated. Respect for other students' work is of utmost importance. Offences regarding the above will result in the "0" mark in the participation grade, and restricted access to facilities.
PARTICIPATION/PROFESSIONAL BEHAVIOUR:
The grade for class participation is based on both the frequency and the quality of students' comments, questions and observations, with the emphasis on quality. The quality is determined by, among other things, the relevance, insight and clarity of remarks. Students are expected to demonstrate a professional attitude and behaviour towards their work, fellow-students, and their instructor. Students should demonstrate reliability, respect for and co-operation with colleagues. A willingness to work calmly and courteously under difficult conditions as well as a determination to achieve first-class work while meeting deadlines is necessary in this course. Students should have respect for equipment and systems, and a constructive response to criticism.
EMERGENCY PROCEDURES:
Students should familiarize themselves with emergency procedures posted in the classroom.

MOTION PICTURE ARTS STANDARDS FOR PROFESSIONAL BEHAVIOUR
Professional behaviour is essential in employment situations in the film and television industry. Professional behaviour, combined with professional technical and craft skills are the essential components that directors, producers, writers, actors, cinematographers, editors, agents, funders, broadcasters and distributors consider when deciding to build a team, hire, cast or green light a project. By acknowledging this, the Motion Picture Arts program fosters professional behaviour by evaluating each student according to these standards. In all student projects, professional behaviour forms part of the mark, students will be given interim reports in order to adjust behaviour that needs improvement. These standards reflect the values of professionalism in the film and television industry and represent the expected standard of behaviour required of employment in the field. The desired behaviours are described below as "outcomes" which are followed by a list of criteria against which the student's behaviour will be measured.

PROFESSIONAL BEHAVIOURAL OUTCOMES AND MEASUREMENT CRITERIA
1. Ability to work in peer groups
Measurement criteria: The student demonstrates: <ul style="list-style-type: none"> * Leadership by proposing goals and tasks, initiating discussion and keeping peers focused * Reinforcement of others by, verbally or nonverbally, encouraging and supporting others and giving recognition for contribution * Openness and acceptance of others' ideas * Mediating by persuading members to analyze constructively differences of opinion, by searching for common ground and compromising one's own opinion to completion of the task * Challenging by seeking information or elaboration from others to clarify their ideas * Summarizing, evaluating and closing by restating major points, helping to assess group process and decisions and by defining completion

2. Self-awareness, self-care, self-learning (self-motivation)
<p>Measurement criteria: The student demonstrates:</p> <ul style="list-style-type: none"> * A reflective practice which allows the student to be aware of his/her own competence in his/her position in the crew. * An awareness of internal and external factors in one's personal life and how they can affect professional performance * The ability to identify and remediate one's own knowledge, skills and abilities gaps * The ability to accept, evaluate and respond appropriately to professional criticism
3. Ethical standards
<p>Measurement criteria: The student demonstrates:</p> <ul style="list-style-type: none"> * honesty * sense of duty * accountability * integrity * commitment * respect for colleagues' dignity * respect for University property
4. Good work habits
<p>Measurement criteria:</p> <ul style="list-style-type: none"> * Shows up at call time or on time for meetings * Does not miss meetings or shoots * Dresses appropriately for shooting * Required notes or paperwork are effective and legible * Appropriate adherence to the hierarchy on the set
5. Time management
<p>Measurement criteria:</p> <ul style="list-style-type: none"> * Meets deadlines for prep * Is prepared for shoot * Completes tasks on time
6. Critical thinking
<p>Measurement criteria:</p> <ul style="list-style-type: none"> * Applies an appropriate model to assess problems facing the task at hand * Clearly (and collaboratively if necessary) recommends appropriate choice of action * Can clearly defend outcomes in a professional and ethical manner
7. Communication
<p>Measurement criteria:</p> <ul style="list-style-type: none"> * Displays appropriate oral communication skills within the group * Written communication skills are appropriate for the position * Paperwork is completed and submitted on time